

**REGULAR MEETING OF THE  
BIRCH BAY VILLAGE COMMUNITY CLUB  
ARCHITECTURAL CONTROL COMMITTEE  
APRIL 2, 2013 7:00 PM  
AT THE CLUBHOUSE  
8101 COWICHAN ROAD  
MINUTES**

**ROLL CALL:**

Ken Woods - Chairman	Excused
Richard Baer	Excused
Dawn Baker	Present
Terry Garrow	Present
Bill Knowlton	Present
Paula Rotondi (Acting Chair)	Present
Tom Wright	Present
Valery Anderson - BOD Liaison	Present

Also Present: Ken Hoffer, General Manager; Steve Freitas, Architectural/Marina Compliance Technician; Esther Matter, Office Manager (recording secretary)

**CALL TO ORDER:** Paula Rotondi called the meeting to order at 7:00pm.

**MINUTES:**

Approval of the regular session minutes of March 5, 2013.

- Motion made by Bill Knowlton, seconded by Tom Wright and carried to approve the ACC minutes of March 5, 2013 as written.

**BUSINESS:**

- A) Motion made by Bill Knowlton, seconded by Terry Garrow and carried to approve Project #2013-8-42, Tree Removal, Div. 9, Lot 93, 8095 Kispiox Road, James & Eileen Richardson.
- B) Motion made by Tom Wright, seconded by Dawn Baker and carried to approve as submitted Project #2013-9-42, Storage Shed, Div. 1, Lot 29, 5445 Tsawwassen Loop, Graham Bowen.
- C) Motion made by Tom Wright, seconded by Dawn Baker and carried to approve as submitted, Project #2013-10-42, Storage Shed, Div. 12C, Lot 57, 8132 Quinault Road, Enok Lian.
- D) Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve Project #2013-11-42, Culvert/Catch Basin, Div. 6, Lot 30, 8060 Cowichan Road, Rich & Mary Santi subject that the driveway is paved from the edge of the roadway to the property line per AR&Rs 7.2.
- E) Motion made by Tom Wright, seconded by Dawn Baker, and carried to approve as submitted Project #2013-12-42, Tree Removal, Div. 9, Lot 102, 8049 Kispiox Road, William & Susan Knowlton. Bill Knowlton abstained due to personal involvement.

**DISCUSSION:**

- A replacement project was submitted late because the owners were unaware that a replacement project needed approval. By consensus the committee agreed to review the project.

**EM: 4/3/13**

**DRAFT**

- Motion made by Dawn Baker, seconded by Terry Garrow and carried to approve Project #2013-13-42, Deck Replacement, Div. 15, Lot 36, 8148 Chehalis Road, Gary & Renee Levy.
- Steve Freitas brought up a couple questions on behalf of some individuals. One perspective owner asked if he could start work on a “bulkhead” before building on a vacant lot: the consensus was that NO work could be done on a vacant lot prior to home construction approval. The second question was for a member who wished to install a “plastic” shed from Costco: the consensus was to follow the AR&Rs 6.1c that the shed construction material had to be the same as the house.
- Steve Freitas will look into a dirt pile on Cowichan Road.

**ADJOURNMENT:**

- Motion made by Bill Knowlton, seconded by Terry Garrow and carried to adjourn. Meeting adjourned at 7:23pm.

*Esther Matter*

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Recording Secretary: Esther Matter